

## **PURCHASE ORDER**

Page: 1 of 2

P.O. No: 601340000025093 Solicitation Number: 0000013623

P.O. Date: 07/01/2016

No Bid Required

INSTROTEK, INC. **5908 TRIANGLE DR** USA

RALEIGH NC 27617-4741

**United States** 

Agency To Invoice: 60134\_West Branch RCW INVOICES@TXDOT.GOV RCW ACCOUNTS PAYABLE 135 SLATON ROAD

LUBBOCK TX 79404-5201

**United States** 

VENDOR ID: 1562029048-*00		BUYER: Rite	BUYER: Ritchie, Laura				
Line Item	Item Description	Quantity	Unit	Unit Cost	Extended Cost		
	SHIP TO THE FOLLOWING LOCATION UNLESS OTHERWISE NOTED: LUBBOCK DISTRICT HEADQUARTERS 135 SLATON ROAD LUBBOCK TX 79404-5201 United States						
1	49090000000 TESTING INSTRUMENTS (NOT OTHERWISECLASSIFIED) Promise Date: Jul 22, 2016	2.00	EA	\$596.25	\$1,192.50		
	PumpSaver , SKU: 111.1000						
	The following comments apply to the entire Order.						
	Quote #: 201297 HMA Lab Supply Div of Instrotek, Inc. 5908 Triangel Drive Ralelgh, NC 27167						
	Item #1: \$596.25/ea 2 ea Total: \$1,192.50 + frt Lead time: 2 weeks ARO						
	PLEASE PREPAY TRANSPORTATION CHARGES AND ADD TO INVOICE						
	Vendor Contact: Matthew Wheatley Phone: (888) 569-0499 E-mail: mwheatley@instrotek.com						
	TXDOT Purchaser: Laura Ritchie Phone: (806) 748-4333 E-mail: laura.ritchie@txdot.gov						
	TXDOT Requester: Brandon Caro Phone: (806) 748-4334 E-mail: Brandon.Caro@txdot.gov						

Laura Ritchie CTP	Purchaser III		
Issuing Employee Signature	Issuing Employee Title		

Page: 2 of 2



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To:
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5908 TRIANGLE DR
USA
RALEIGH NC 27617-4741
United States

Agency To Invoice: 60134\_West Branch RCW\_INVOICES@TXDOT.GOV

RCW ACCOUNTS PAYABLE 135 SLATON ROAD LUBBOCK TX 79404-5201

**United States** 

ine	Item			Unit	Extended
em	Description	Quantity	Unit	Cost	Cost
	Vendor: Please Include the name of				
	requester noted above on all packing				
	slips.				
	PAYMENT WILL BE MADE IN ACCORDANCE				
	WITH THE TEXAS PROMPT PAYMENT ACT,				
	TGC, SUBTITLE F, CHAPTER 2251. VENDOR				
	SHALL SUBMIT ONE COPY OF A CORRECT				
	ITEMIZED INVOICE SHOWING THE				
	PURCHASE ORDER NUMBER, PAYEE I.D.,				
	REMIT TO ADDRESS, AND PHONE NUMBER				
	ON INVOICE. VENDORS MAY SUBMIT AN				
	ELECTRONIC INVOICE. ALL ELECTRONIC				
	INVOICES SHALL BE SENT TO				
	RCW_INVOICES@TXDOT.GOV (NOTE: THERE IS AN UNDERSCORE "_"				
	BETWEEN FIN AND INVOICES). ALL INVOICES RECEIVED AT THE FIN INVOICES				
	E-MAIL ADDRESS WILL BE FILED FOR				
	FUTURE REFERENCE AND YOU WILL				
	RECEIVE A RECEIPT CONFIRMATION				
	E-MAIL. TO AVOID THE CONFUSION OF				
	DUPLICATE INVOICES, PLEASE DO NOT				
	SEND OTHER COPIES OF THIS INVOICE				
	VIA REGULAR MAIL, FAX OR OTHER				
	MEANS ON E-MAILS FOR ELECTRONIC				
	INVOICES, INCLUDE THE COMPANY				
	NAME (AS IT APPEARS ON THE INVOICE)				
	AND THE PO NUMBER IN THE SUBJECT				
	LINE TO ASSIST IN IDENTIFYING AND				
	PROCESSING YOUR INVOICES IN A TIMELY				
	MANNER, TXDOT WILL NOT INCUR ANY				
	PENALTY FOR LATE PAYMENT IF				
	PAYMENT IS MADE IN 30 DAYS OR LESS				
	FROM RECEIPT OF GOODS OR SERVICES AND A CORRECT INVOICE, WHICHEVER				
	IS LATER. NOTE: WARRANTS WILL NOT				
	BE ISSUED TO A VENDOR WITHOUT A				
	CURRENT TEXAS IDENTIFICATION NUMBER.				
	NOTE TO VENDORS PARTICIPATING IN THE EPP: Send				
	invoices to txdot-invoice@epp.oxygen-finance.com if				
	vendor is participating in the Early Payment Program				
	(EPP), not the address on page 1 of the purchase order.				
	If you are not a participant, but would like to enroll,				
	please send an email to txdotonboarding@oxygen-				
	finance.com or call a Program Specialist at 866-515-3860 #4.				
	""				